

FEDERAL FUNDS FOR HURRICANE-DISPLACED STUDENTS

Kentucky Application Process For Emergency Impact Aid for Displaced Students

Federal legislation to provide funding to states that have enrolled students displaced by Hurricanes Katrina and Rita has been approved, and the U.S. Department of Education has issued information about the application process. **Displaced student** means a student who enrolled in a public or non-public school (other than the school that the student was enrolled in, or was eligible to be enrolled in, on August 22, 2005) because the student resided on August 22, 2005, in an area for which a major disaster has been declared related to Hurricane Katrina or Hurricane Rita.

The Emergency Impact Aid for Displaced Students funds will be used by the public school district and by non-public schools only for the purposes described in the law governing Emergency Impact Aid for Displaced Students: paying the compensation of personnel in schools enrolling displaced students; identifying and acquiring curricular materials (additional classroom supplies) and mobile educational units and leasing sites or spaces; basic instructional services including tutoring, mentoring, or academic counseling services; and education and support services.

To be in compliance with the legislation, the local public school district **must** complete the *Application by Local Public School District for Emergency Impact Aid for Displaced Students*. **The application must be completed and e-mailed regardless of whether public and/or non-public schools located in the district have displaced students.**

To complete the application, the **Director of Pupil Personnel** will:

1. Contact all non-public schools within the boundaries of the local public school district. Provide the non-public school officials with:
 - ✓ A copy of the law governing Emergency Impact Aid for Displaced Students.
 - ✓ The *Certification by Non-Public Schools for Emergency Impact Aid for Displaced Students*.
 - ✓ The *Application by Parent or Guardian for Emergency Impact Aid on Behalf of Students Displaced by Hurricane Katrina or Hurricane Rita and Who Are Attending a Non-Public School*.
2. Document that the law, the non-public school certification, and the parent application have been provided to the non-public schools. This documentation must be maintained at the local public school district office.
3. Collect by **January 23, 2006**, the *Certification by Non-Public Schools for Emergency Impact Aid for Displaced Students* with the number of displaced children enrolled in non-public schools. Due to the short turn-around time for the completion of this information, the number of displaced students may be an estimate. The non-public school certification must be maintained at the local public school district office. The parent application is **not** to be completed at the same time as the non-public school certification. The parent application must be received before the local public school district provides a quarterly payment to an Emergency Impact Aid Account.
4. Complete the *Application by Local Public School District for Emergency Impact Aid for Displaced Students* using local public school and non-public school data.
5. **E-mail** by 12 a.m. (midnight Eastern Standard Time) **January 26, 2006**, the local public school district application to the Kentucky Department of Education at kderfp@education.ky.gov.

6. As soon as possible after the application has been e-mailed, mail a hard copy of the local public school district application to the Kentucky Department of Education for KDE to have the **signature** of the district authorized representative. Mail the hard copy to:
Susan Beasley
KY Department of Education
16th Floor Capital Plaza Tower
500 Mero Street
Frankfort, KY 40601
7. Before providing a quarterly payment to an Emergency Impact Aid Account, collect the *Application by Parent or Guardian for Emergency Impact Aid on Behalf of Students Displaced by Hurricane Katrina or Hurricane Rita and Who Are Attending a Non-Public School* from the non-public schools that reported displaced students on the non-public school certification. Payments may only be made on behalf of students for which the non-public school has collected a parent application. The parent applications must be maintained at the local public school district office.
8. The local public school district application will also serve as the application for assistance to homeless children and youth displaced by Hurricane Katrina or Hurricane Rita under the Assistance for Homeless Youth program. Information will be provided later regarding assistance to local public school districts to address the educational and related needs of public school students consistent with the McKinney-Vento Homeless Education Act.
9. Refer questions about the **local public school district application** for the Emergency Impact Aid program to Robert Simpson or Mary Marshall at (502) 564-3791 or robert.simpson@education.ky.gov; mary.marshall@education.ky.gov.
10. Below are the instructions that **Finance Officers** should use to record the federal funds for the Emergency Impact Aid program:
 - The Kentucky Department of Education will receipt federal hurricane relief money and send it electronically to the local school districts.
 - Local public school districts must receipt the district portion of the payment as federal dollars (object code 4500) in Fund 2 using the Hurricane Relief grant number of 6926.
 - Local public school districts must receipt the nonpublic school portion of the federal payment (object code 4500) in Fund 6, Fiscal Agent Fund, using the same Hurricane Relief grant number of 6926.
 - Local public school districts will expend the federal money to nonpublic schools through accounts payable. Local public school districts will assign vendor numbers to nonpublic schools that will receive federal money. The new Organization/Object combination of 0006027-0990 must be used to record the expenditure. This Organization/Object number records expenditures to Program 500 Non-Public Schools and Object 0990 Other Uses of Funds.
 - Questions concerning **recording hurricane relief money** should be directed to Sydney Lawson at 502-564-3846 or Sydney.Lawson@education.ky.gov.